

MEMORANDUM

Department of Veterans Affairs

Date: (Date)

From: (Name of Clinical Service)

Subject: Appointment of WOC Non-Citizen Health Professions Trainee

To: Director, Durham VA Medical Center (00)
THRU: Chief, Human Resource Management Service (05)

1. In accordance with the provisions of VA Handbook 5005, Part II, Chapter 3, Section G, paragraph 6.b, (2), dated August 12, 2005, your approval is requested to appoint (Name), citizen of (Country of Citizenship), as a WOC Health Professions Trainee. (Name) will begin a training program in (Name of Clinical Service) on (Date).

2. Per the VA Office of Academic Affiliations, non-citizen students, residents and fellows are selected by our affiliate, (name of affiliate), and thereby may be appointed by the VA granted they meet all other requirements of their program. We therefore request your approval to appoint this individual as a Without Compensation (WOC) (Resident/Fellow) under Title 38, U.S.C. 7406.

3. The type of visa the non-citizen holds is (Visa type).

4. Thank you for your consideration of this request.

CONCUR / NON-CONCUR

Service Chief

CONCUR / NON-CONCUR

JERRY FREEMAN

Chief, HRMS, Durham VA Medical Center

APPROVE / DISAPPROVE

Paul S. Crews, MPH, CPHQ, FACHE
Director, Durham VA Health Care System